

*Do you need help  
paying for child care?*

*Maine's DHHS  
Early Childhood  
Division may be able to  
help....*



Please call  
**1-877-680-5866** or  
**207-624-7999**  
for more information.



John E. Baldacci, Governor

Brenda M. Harvey, Commissioner

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We are DHHS.*



*Child and Family Services*

*An Office of the  
Department of Health and Human Services*

John E. Baldacci, Governor

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# Child Care Voucher Program



The DHHS Voucher Program  
is designed to help  
income eligible families  
pay for child care  
while employed, in school,  
or in training.



## VOUCHER PROGRAM

### *What is the voucher program?*

The voucher program helps income eligible families pay for child care while employed, in school, or in training. This program is funded by the Department of Health and Human Services.

### *How do I apply for a voucher?*

You can call DHHS at 1-877-690-5866 or 207-624-7999. We will send you an application or you may download a copy of the application at [www.maine.gov/dhhs/ocfs/ec/occhs/voucherapp.doc](http://www.maine.gov/dhhs/ocfs/ec/occhs/voucherapp.doc)

Applications should be returned to CCDF Voucher Program, 2 Anthony Avenue, 11 State House Station, Augusta, ME 04333-0011.

### *Who is eligible to receive child care vouchers?*

Eligibility is based on a family's size and gross household income. Currently a family of four with a gross income of \$47,625 and all parents are working, in training or attending school may qualify. The income guidelines are subject to change.

There may be circumstances in your household that give your family priority in receiving assistance. Some of these circumstances include: your income is at or below the Federal Poverty Level (\$22,050 for family of four, 2009); or your child has a diagnosed special need; or if your family is experiencing homelessness.

### *What happens after I submit my application?*

If funds are not immediately available, you will be placed on a waiting list.

### *Do vouchers pay for all of my child care costs?*

No. A parent fee will be calculated based on your income and family size. You will pay the fee directly to the child care provider weekly, and the voucher program will reimburse the child care provider for the remainder of the cost. Your parent fee will not exceed 10% of your total gross income.

### *Does my child care provider need to be licensed by the State?*

The child care provider that you choose has to be licensed by the state or be legally exempt. All legally exempt caregivers must satisfactorily pass child protective, motor vehicle, and state criminal record checks. If you choose a licensed provider, they are expected to join Maine's child care Quality Rating System, Quality for ME.

### *What happens if I am not eligible for a voucher?*

If you are not eligible for a voucher, or if you are placed on a waiting list, you may be eligible for other services or programs. The CCDF Voucher Program or your Regional Resource Development Center can provide you with referral information about these programs.

### *Who can help me find and choose quality child care?*

The Maine Department of Health and Human Services contracts with a network of statewide Child Care Resource Development Centers (RDCs). Your local RDC can make child care referrals, assist you in selecting quality child care, and provide information on other financial assistance options. This is a free service, supported by the Maine Department of Health and Human Services. You can reach your local RDC by calling 1-888-917-1100

Supported by the Maine Department of Health and Human Services, through the Child Care Development Fund, Administration For Children, Youth and Families, U.S. Department of Health and Human Services 015-10A-8713-012.

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